

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: November 14, 2011
TIME: 4:30 p.m.
PLACE: Battell Center Community Room
PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Ellen West and Mike Bergin
ALSO PRESENT: Terry Zeller, Rick Springer, Rick Frye, Joe VanNevel, George Fowler, Michelle Wotring, and Robert C. Beutter, Esq.

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was recited. Mr. Wagle then called for approval of the minutes for the October 24th regularly scheduled meeting. Mrs. Teeter moved to approve the minutes as presented, and Mrs. West seconded the motion. The motion carried unanimously.

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OLD BUSINESS:

None at this time.

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NEW BUSINESS:

Mr. Zeller presented the \$250.00 donation on behalf of Walmart. Mr. Coppens moved to approve the donation as presented and Mrs. Teeter seconded the motion. The motion carried unanimously.

Mrs. Wotring requested approval for payment of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
2011-00000112	\$30,854.58

Mrs. Teeter moved to approve the claims as presented on the above dockets. Mrs. West seconded the motion. The motion carried unanimously.

Mr. Zeller presented the donations for Battell Center for the month of October. Donations totaled \$1,171.25. Mr. Coppens moved to approve the donations as presented and Mrs. Teeter seconded it. The motion carried unanimously.

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MONTHLY REPORTS:

Mr. Zeller advised the Board that the Department was moving forward. Upcoming events are Winterfest in Our Hometown, the Tree Lighting Ceremony at Beutter Park, and a second Summerfest Meeting.

Mr. Frye read the Golf Course report to the Board covering October. Of particular note, he mentioned that the topic of interest at his recent PGA Section Meeting for Indiana was the way to retain core golfers, stimulate the latent golfers, and increase new attendees. Mr. Frye also added that the Benny Leonard Memorial was not held due to lack of interest. Good news, however, in that Don DeCraene has volunteered to oversee 2012's outing and already has a committee formed.

Mr. Fowler discussed the Golf Course Maintenance Division's activities for October, which consisted of the normal fall duties of leaf pick up, pruning of trees, hauling debris, mowing and spraying of fairways. As a note, the wide band upgrade to narrow band was successful.

Mr. VanNevel provided the Merrifield Complex report for October which included pool season financials and statistics. Of particular interest were the average daily figures: \$1,260 in revenue; 260 in attendance.

Mr. Springer gave the Landscape Division activities for October. His activities included pulling weeds, transplanting volunteer grasses, plantings, removal of aggressive sage and ornamental grasses, and winterizing the window boxes at Eberhart for winter prep. Mr. Springer also informed the Board that the islands along the underpass on Main St. would become our Division's responsibility for maintaining in 2012.

Mr. Wagle then called for questions or comments from others in attendance. As there were none, Mrs. Teeter moved to adjourn the meeting. Mr. Coppens seconded the motion. The motion carried unanimously. The meeting adjourned at 5:01 p.m.

Submitted for Approval to the Board

Michelle L. Wotring,
Office Manager, Parks & Recreation

Approved:

Carolyn Teeter, Board Secretary